



Golden Charter Academy

GCA Board of Trustees Meeting

Published on November 14, 2023 at 4:03 AM PST

Date and Time

Thursday November 16, 2023 at 4:00 PM PST

Location

Golden Charter Academy is inviting you to a scheduled Zoom meeting.

Topic: GCA Board of Trustees Regular Meetings

Time: November 16, 2023 04:00 PM Pacific Time (US and Canada)

Join Zoom Meeting

<https://us02web.zoom.us/j/88417324062>

Meeting ID: 884 1732 4062

One tap mobile

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Meeting ID: 884 1732 4062

Find your local number: <https://us02web.zoom.us/j/88417324062>

Agenda

	Purpose	Time
I. Opening Items		4:00 PM
A. Call the Meeting to Order		
B. Roll Call		
<i>Board of Trustees Members</i>		
Dr. Ed González, Board Chair		
Keshia Thomas, Vice Chair		
Dr. Bard De Vore		
Isaiah Green		
Hannah Johnson		
Dr. Stephen Morris		
<i>Corporate Officers</i>		
Robert Golden		
Martha Arellano		
C. Pledge of Allegiance		
D. Approval of the Agenda	Vote	
E. Public Comments	Discuss	5 m
<p>This portion of the meeting is set aside for members of the audience to make comments or raise issues that are not specifically on the agenda or items that may be on the agenda. Each presentation will be limited to three (3) minutes per person and the total time allotted to non-agenda items in accordance with the Brown Act, there shall be no action taken, nor should there be comments on, responses to, or discussion of a topic not on the agenda. Board members may: (1) acknowledge receipt of information/report; (2) refer to staff with no direction as to action or priority; or (3) refer a matter to another agenda. The Board is not obligated to make comments.</p>		
II. Consent Agenda		4:05 PM
<p>Consent agenda items are for routine matters that do not require discussion or deliberation by the Board. The Consent calendar permits the Board to approve multiple items in one action without discussion. All Board members have the right to remove a consent item from</p>		

	Purpose	Time
the consent calendar so that normal discussion and deliberation may take place. If a Board members' request that an item be removed from the Consent Agenda, the item will be pulled for discussion and separate action		
A. October 19, 2023 Board Meeting Minutes	Approve Minutes	5 m
B. Financial Warrants	Vote	5 m
III. Information / Discussion		4:15 PM
A. Reports and Updates	Discuss	5 m
<ul style="list-style-type: none"> 1. Principal Report (Mandy Breuer, Principal) 2. CEO Report (Robert Golden, Operation Update) 3. Financial Report (Jim Weber, Charter Impact) 		
B. Facility Update	Discuss	
C. Response to FUSD New Salary Schedule	Discuss	5 m
D. Benefit Packages: Juan Bejar		5 m
E. Golden Club Committee Update:		5 m
<ul style="list-style-type: none"> Hannah J. Cynthia H. 		
F. Board Member Scott Barton Resignation:		
Former Board member Scott Barton resigned due to availability.		
IV. Action Items		4:35 PM
A. Consideration & Approval of the Campus Assistant Job Description & Salary		5 m
B. Consideration & Approval of the Application for Outdoor Equity Grants Program Grant Funds		5 m
C. Consider & Approval of the Revised 2023-2024 Budget Plan		5 m

	Purpose	Time
D.	Consideration & Approval of 1st Interim Financial Report	
	Local educational agencies (LEAs) are required to file two reports during a fiscal year (interim reports) on the status of the LEA's financial health. The first interim report for the period ending October 31 is due by the date set by the charter authorizer	
E.	Approval for STSP - Eligible Candidate: C. Jackson	Vote 5 m
V.	Board Member Comments	4:55 PM
	This is an opportunity for Board members to take comments/updates from fellow board members, address activities, correspondence, and operations, and/or acknowledge or recognize specific programs, activities, or personnel.	
A.	Next Regularly Scheduled Meeting	5 m
	Thursday, December 14, 2023 at 4:00 PM	
VI.	Suggested Agenda Items	
VII.	Closing Items	
A.	Adjourn Meeting	Vote

Coversheet

Pledge of Allegiance

Section: I. Opening Items
Item: C. Pledge of Allegiance
Purpose: FYI
Submitted by:
Related Material: Board_Meeting_Flag.jpg



Coversheet

October 19, 2023 Board Meeting Minutes

Section: II. Consent Agenda
Item: A. October 19, 2023 Board Meeting Minutes
Purpose: Approve Minutes
Submitted by:
Related Material: Minutes for GCA Board of Trustees Meeting on October 19, 2023

APPROVED



GOLDEN
CHARTER ACADEMY

Golden Charter Academy

Minutes

GCA Board of Trustees Meeting

Date and Time

Thursday October 19, 2023 at 4:00 PM

Location

Golden Charter Academy
1626 w. Princeton Ave
Fresno, Ca 93705

Directors Present

B. De Vore, E. Gonzalez, I. Green

Directors Absent

K. Thomas, S. Barton

Ex Officio Members Present

R. Golden

Non Voting Members Present

R. Golden

Guests Present

A. James, Hannah@gvinc.com, J. Xiong, stephen@civicedcenter.org

I. Opening Items

A.

Call the Meeting to Order

E. Gonzalez called a meeting of the board of directors of Golden Charter Academy to order on Thursday Oct 19, 2023 at 4:00 PM.

B. Swearing in New Board Members

Dr. Ed Gonzalez swearing in Board members:

Hannah Johnson

Dr. Stephen Morris

Congratulations!

C. Roll Call

D. Pledge of Allegiance

Pledge of Allegiance led by Dr. De Vore.

E. Approval of the Agenda

I. Green made a motion to approve the Agenda.

E. Gonzalez seconded the motion.

Seconded by Dr. Morris. Dr. Morris' name is not available in the dropdown atm.

The board **VOTED** to approve the motion.

F. Public Comments

II. Consent Agenda

A. August 17, 2023 Board Meeting Minutes

B. De Vore made a motion to approve the minutes from GCA Board of Trustees Meeting on 08-17-23.

I. Green seconded the motion.

The board **VOTED** to approve the motion.

B. Financial Warrants

B. De Vore made a motion to approve the Financial Warrants.

I. Green seconded the motion.

The board **VOTED** to approve the motion.

III. Information / Discussion

A. Reports and Updates

CEO Report (Robert Golden, President & CEO)

Congratulations to Trustee Keshia Thomas for being honored in the Marjaree Mason Top 10 Women of the Year! Enrollment Update - 321 students currently enrolled. Grades K-5th at amx enrollment, TK 15 open slots. Currently at 92% ADA. Available teaching updates - looking for 4th grade teacher. Interviewing candidates on Monday, 10/23. 1st grade teacher is going on leave until February, looking for an in-house long-term sub. Residency kickoff with Fresno University! Accepting three students every year. The state provided an additional 10k, totaling 30k assistance funding. Accepted into the Bellwether cohort. Bellwether on-campus institute on Monday, 10/23 from 7:30-5:30pm. Stand Together Foundation and Lebron James director campus site on November 16th (all say). Silicons Schools site visit on November 28th. New Board members to complete FUSD forms sent via email.

Fundraising Update: Welcome our new Director of Philanthropy, Cynthia Harris!
Cynthia Harris: Next Golden Tour on October 24th at 9:00 AM. November 14th and December 12th at 9:00 AM. Sending out End of the Year giving texts. Send Cynthia possible donor contact information. Currently 500+ constituents on database.

Financial Updates (Jim Weber, Charter Impact)

September 2023 Updates - Forecast 316 enrollment. Goal surplus \$600k+ range 10% should strengthen cash flow. Cash ended \$153k, PENSEC growth funding anticipated for November. Attendance rate at 90%. UPP dropped 68% from (88%), three-year average funding rate is 81%. Currently being amended. LCFF is calculated at \$14,500+ per ADA. Reduced UPP cuts (\$100k) from LCFF. Extension for an additional one year with PCSGP grant. Arts, music and instructional materials at \$109k+ through 6/26, plans before utilizing tools. Learning recovery at \$332k+ through 6/28. Expense expansion in the following: new staff, ASES program, extended day, salaries and benefits. Ending funding at 1.6 million, 27% should stabilize cashflow. Current cashflow at 153K. October cashflow remains low until AR collection in November.

B. Facility Update

Art Dyson, waiting hard cost update after new contract. Modeled \$22 million cost, estimated \$1.5 million credit yearly. Option A: A and B loans: A loan \$16 million, B loan \$5.5 million. Option B: Tax exempt bond. 14-15 month construction process, April or June 2025. School expected to open at new site in August 2023. Waiting PG&E shut off until demo day. Anticipated date is late October, early November.

C. Board Member Governance Handbook

IV. Ratification

A. BMY Demolition Proposal

E. Gonzalez made a motion to approve the BMY Demolition Proposal.

I. Green seconded the motion.

Voting member was Hannah Johnson.

The board **VOTED** to approve the motion.

B. Approval of the Instructional Information Technician (IT) Job Description and Salary

B. De Vore made a motion to approve the Instructional Information Technician (IT) Job Description and Salary.

E. Gonzalez seconded the motion.

Seconded by Dr. Stephen Morris.

The board **VOTED** to approve the motion.

V. Action Items

A. Approval of the General Complaint Policy & Form

I. Green made a motion to approve the General Complaint Policy & Form.

E. Gonzalez seconded the motion.

Seconded by Hannah Johnson.

The board **VOTED** to approve the motion.

B. Approval of the Declaration of Need and Teacher List

B. De Vore made a motion to approve the Declaration of Need and Teacher List.

E. Gonzalez seconded the motion.

Seconded by Dr. Stephen Morris.

The board **VOTED** to approve the motion.

C. Approval of the Short Term Independent Study Policy

I. Green made a motion to approve the Short Term Independent Study Policy.

E. Gonzalez seconded the motion.

Seconded by Hannah Johnson.

The board **VOTED** to approve the motion.

VI. Board Member Comments

A. Next Regularly Scheduled Meeting

TENTATIVE: Thursday, November 16, 2023 at 4:00 PM.

VII. Closing Items

A. Adjourn Meeting

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 5:58 PM.

Respectfully Submitted,

B. De Vore

Coversheet

Consideration & Approval of the Campus Assistant Job Description & Salary

Section: IV. Action Items
Item: A. Consideration & Approval of the Campus Assistant Job Description & Salary
Purpose:
Submitted by:
Related Material: 23-24_Exhibit A_Campus Assistant.pdf



1626 W Princeton Ave
Fresno, CA 93705

GOLDEN CHARTER ACADEMY

Campus Assistant (EXHIBIT A)

Department: Classified Admin.
Supervisor: Director of Quality Control
Status: Full-Time, Non-exempt
Salary: Begins at \$18.25 - \$29.67

Reporting Days: 227 (Start 8/01/2023 – 6/30/2024 Stop)
Hours: Monday – Friday, approximately 7:30 a.m. – 4:30 p.m.

The Campus Assistant will be responsible for assisting in the day-to-day operations of the campus. Campus Assistant will work with a team of staff members to ensure campus-wide compliance, safety, effective and efficient flow. The Campus Assistant may also be tasked with developing new programs or initiatives to help improve the overall learning experience.

RESPONSIBILITIES

The following is a list of duties that are representative of the position and include but are not limited to:

- Managing the day-to-day operations of the student organizations within a specific campus or school while providing guidance to new members.
- Coordinating meetings with other staff members and students to discuss upcoming events, activities, and programs.
- Coordinating set up of student activities with other departments within GCA to ensure that all activities are in compliance with school policies.
- Coordinating with school administration to plan new initiatives or changes to existing programs.
- Participate in available training to meet new safety and/or technology standards.
- Attending meetings related to assignments.
- Fixing minor issues or arranging for repairs when needed.
- Arrange for regular maintenance of equipment and internal systems (e.g., heating system, alarms, security cameras).
- Ensuring compliance with health and safety regulations.
- Assist with Campus Safety duties as necessary.
- Support Director of Quality Control to provide a safe environment for all students and staff on campus.
- Provide campus-wide assistance where necessary including, but not limited to classrooms and yard support.
- Model a personal code of ethics aligned with GCA Mission and Vision.
- Performs other related duties as assigned.



QUALIFICATIONS & SKILLS

- A high school diploma or GED equivalent.
- Work experience as a Campus Assistant or similar role.
- Combination of training and experience that has provided the applicant with the required knowledge and abilities to successfully perform job duties.
- Training in keyboarding, personal computer literacy, and general clerical operations.
- Establish and maintain cooperative relationships with those contacted during the performance of required duties, including students, school personnel, parents, vendors, co-workers, and the community.
- Use initiative and judgment in discussing problems with the public and district staff, involving school practices and policies.
- Read, understand, interpret, and follow laws, rules, regulations, processes, policies, and methods of the office, the district, and the State of California.

PHYSICAL EFFORT AND WORK ENVIRONMENT

- Physical, mental, and emotional stamina to perform the duties and responsibilities of the position.
- Mental acuity to collect and interpret data, evaluate, reason, define problems, establish facts, draw valid conclusions, make valid judgments and decisions.
- Speaking ability in an understandable voice with sufficient volume to be heard in normal conversational distances on the telephone and addressing groups.
- Physical agility to sit, stand, kneel, walk, push/pull, squat, twist, turn, bend, stoop, and to reach overhead.
- Physical stamina sufficient to sustain light to medium physical labor for up to 8 hours, sit and/or walk for prolonged periods of time.
- Physical mobility sufficient to move about the work environment (office, district, school site to site) for sustained periods of time on hard flooring, climb slopes, stairs, ramps, and to respond to emergency situations.
- Physical strength sufficient to periodically lift and/or carry 40 pounds of material or supplies; occasionally lift 80 or more pounds with assistance.
- Occasionally push and/or pull a variety of tools, equipment, or objects weighing 80 or more pounds.

Coversheet

Consideration & Approval of the Application for Outdoor Equity Grants Program Grant Funds

Section: IV. Action Items
Item: B. Consideration & Approval of the Application for Outdoor Equity Grants Program Grant Funds
Purpose:
Submitted by:
Related Material: Application for Outdoor Equity Grants Program Grant Funds.pdf

AUTHORIZING RESOLUTION (CHECKLIST ITEM #4)

RESOLUTION OF THE Board of Trustees **OF** Golden Charter Academy
Approving the Application for
OUTDOOR EQUITY GRANTS PROGRAM GRANT FUNDS

WHEREAS, the State Department of Parks and Recreation has been delegated the responsibility by the Legislature of the State of California for the administration of the Outdoor Equity Grants Program, setting up necessary procedures governing the application; and

WHEREAS, said procedures established by the State Department of Parks and Recreation require the Applicant to certify by resolution the approval of the application before submission of said application to the State; and

WHEREAS, successful Applicants will enter into a contract with the State of California to complete the Grant Scope program;

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees hereby:

APPROVES THE FILING OF AN APPLICATION FOR THE NAME OF PROPOSAL; AND

1. Certifies that said Applicant has or will have available, prior to commencement of any work on the program(s) included in this application, the sufficient funds to complete the program(s); and
2. Certifies that if the grant is awarded, the Applicant has or will have sufficient funds to operate the program(s) as described in the Grant Selection Criteria response, and
3. Certifies that the Applicant has reviewed, understands, and agrees to the General Provisions contained in the contract shown in the Grant Administration Guide; and
4. Delegates the authority to Position Title of the Authorized Representative to conduct all negotiations, sign and submit all documents, including, but not limited to applications, agreements, amendments, and payment requests, which may be necessary for the completion of the Grant Scope; and
5. Agrees to comply with all applicable federal, state and local laws, ordinances, rules, regulations and guidelines.

Approved and adopted the (Day) day of (Month), (Year)

I, the undersigned, hereby certify that the foregoing Resolution Number Resolution Number was duly adopted by the Board of Trustees following a roll call vote:

Ayes: ^{Ayes}

Noes: ^{Noes}

Absent: Absent (Clerk)